



ACTON PLANNING BOARD

Minutes of Meeting July 19, 2016 Acton Town Hall Room 204

Planning Board members attending: Jeff Clymer (Chair), Derrick Chin, Michael Dube, Ray Yacouby and Bharat Shah.

Also present: Robert Hummel, Assistant Town Planner, Katelyn Huffman, Planning Board Secretary

Mr. Clymer opened the meeting at 7:30 pm.

I. Citizens' Concerns

None

II. Reports

EDC – Mr. Chin reported the committee discussed potentially presenting a database acquisition plan for businesses in town to the Board of Selectmen. The committee also discussed the need to meet with the Water District regarding the Assabet River and possible contamination.

DRB - Mr. Dube reported the committee discussed the 296-298 Central Street proposal for a duplex and also a proposal at 248 High Street for a potential 40B project.

CPC – Mr. Yacouby reported that the committee discussed the litigation of CPC Funds being allocated from the past Annual Town Meeting.

Open Space – Mr. Clymer stated the committee is reviewing a few parcels of interest.

III. Consent Agenda

A. Minutes

Mr. Dube moved that the minutes of June 7, 2016 be reviewed and revised by the Planning Staff and brought back to the August 1, 2016 meeting for approval. The motion was seconded by Mr. Yacouby and was carried unanimously.

B. New Proposed Street Name (760-766 Main Street)

Mr. Yacouby made a motion to approve the new proposed street name for 760-766 Main Street. Mr. Shah seconded the motion. Vote: The motion carried unanimously.

IV. Sign Special Permit – 436 Great Road – Joyful Feet

Mr. Clymer opened the hearing at 7:45PM. Mr. Clymer opened the floor to allow the applicants to speak.

Mr. Clymer disclosed that he had submitted disclosure forms with the Town Clerk as an abutter to the property and had received permission from the Board of Selectmen to vote on this matter.

Mr. and Ms. Barry informed the Board that they lived in Acton for over thirteen years. They currently own a business in Medford and recently opened a new business in Acton. The applicants recognized there was concern with their proposed sign when the Planning Department alerted them. They informed the Board that the building is set back around 80 feet from the roadway. There are two businesses located in the front of the building, their business is located in the back and is hard to be seen from the road. The proposed sign would be the main source of business advertisement when driving on Great Road. The applicants are proposing a 3 by 4 foot sign with a total height of 7 feet in the front of the building with a setback of 30 feet from the roadway.

Mr. Hummel sited that the original location of the sign was too close to the roadway and recommended that the Board make a condition in their decision to address this. Mr. Hummel also noted that the applicant also needs to comply with the landscape requirement in section 7.8.3 from the Planning Department memo. He mentioned that this can be conditioned in the decision.

Mr. Chin asked the applicant to confirm the setback of the sign from the roadway. Mr. Barry confirmed that the sign will be set back at least 30 feet from the roadway.

Mr. Clymer clarified that the sign must be at least 7 feet back from the right of way.

Mr. Yacouby made a motion to approve the application with conditions. Mr. Dube seconded the motion.

Mr. Yacouby moved to amend the motion to read; to approve the application and to direct the staff of the Planning Department to write the decision with the applicable conditions. Mr. Shah seconded the motion.

The motion passed unanimously.

VI. Elect Officers

Mr. Shah suggested that the new Planning Board officers be Ray Yacouby, Chairman; Derrick Chin, Vice Chair; and Bharat Shah, Clerk.

Mr. Yacouby moved to accept the proposed officers as Mr. Shah proposed.

The motion passed unanimously.

VI. Other Business

Mr. Clymer stated he will be moving by the end of the summer and asked other Board members for commitment to future meetings and becoming a representative to other boards.

Mr. Hummel explained that the Planning Department will be bringing some zoning change to the Planning Board on August 2 for discussion.

The meeting was adjourned at 8:30 pm.

Respectfully Submitted,
Katelyn Huffman
Planning Board Secretary